

St. Mary's Academy

Privacy Policy

This privacy notice discloses the privacy practices for St. Mary's Academy. This privacy notice applies solely to information collected by this institution. It will notify you of the following:

1. What personally identifiable information is collected from you, how it is used and with whom it may be shared. Personally identifiable information includes your first and last name, your e-mail address, your home or other physical address, including a street name and name of a city or town, your telephone number, your social security number, any payment or financial information, or any other identifier that permits us to contact or identify a natural human person, like you, and/or any information that we maintain that could be used to identify you in combination with any of the identifying information described above.
2. What choices are available to you regarding the use of your data.
3. The security procedures in place to protect the misuse of your information.
4. How you can correct any inaccuracies in the information.

Information Collection, Use, and Sharing

We are the sole owners of the information collected at St. Mary's . We only have access to/collect information that you voluntarily give us via email or other direct contact from you. We will not sell or rent this information to anyone.

We will use your information to respond to you, regarding the reason you contacted us. We will not share your information with any third party outside of our organization, other than as necessary to fulfill your request.

Unless you ask us not to, we may contact you in the future via email or by mail to tell you about upcoming events, school news or changes to this privacy policy.

Upon lawful request we may be legally required to disclose information.

Your Access to and Control Over Information

You may opt out of any future contacts from us at any time. You can do the following at any time by contacting us via the phone number given on our website:

- See what data we have about you, if any.
- Change/correct any data we have about you.
- Have us delete any data we have about you.
- Express any concern you have about our use of your data.

Security

We take precautions to protect your information. When you submit sensitive information via our website, your information is protected.

Wherever we collect sensitive information (such as personal information, including user names, email addresses, IP addresses, other contact details, survey response, photos, payment information and cookie data), that information is encrypted and transmitted to us securely using industry standard

security practices. You can verify this by looking for a lock icon in the address bar and looking for "https" at the beginning of the address of the Web page.

While we use encryption to protect sensitive information transmitted online, we also protect your information offline. Only employees who need the information to perform a specific job (for example, billing, parent relations or communications) are granted access to personally identifiable information. The systems that are utilized by St. Mary's in which we store personally identifiable information are kept in a secure environment.

If you feel that we are not abiding by this privacy policy, you should contact us immediately.